



COMMUNITY DEVELOPMENT DEPARTMENT Development Services Program

2010 – 1st Quarter Report

Development Services is responsible for the review of preliminary plans for development projects such as land divisions, apartment complexes and commercial and industrial centers. The Clark County Code sets decision deadlines for the review of these plans. The attached report provides a summary of Development Services Division's plan review performance for the first quarter of 2010 relative to these deadlines.

The data in this report is drawn from our database system known as Permit Plan and is organized by type of review (i.e., Type I, II or III review, where the impacts are low for Type I and high for Type III reviews). Our report shows the average time to issue a decision by type of review and provides percentages on how often applicants request project holds, along with the average duration of those holds. The report also includes pre-application conferences, fully complete review summary and activity levels from 2006 through 2010.

A breakdown of our Type 1, 2 & 3 decisions for the first quarter of 2010 are as follows:

Description	Type 1	Type 2	Type 3	Preapps
Decisions Issued	10	20	19	9
% w/in Deadline	100%	90%	95%	100%
# Holds	1	7	13	1
% of Holds	10%	35%	68%	11%

Our overall county deadlines were met **95%** of the time.

If you have any questions about the report, please contact Sonja Wiser, Administrative Assistant, 397I-2375, Ext. 4105



Type I Reviews:

The Type I review process involves an application subject to non-discretionary standards or standards that require the exercise of professional judgment about technical issues, and exempt from the State Environmental Policy Act (SEPA) review. Examples of this type of review include permits for signs, home occupations, family day care and variances less than 10%. County staff has the authority to issue Type I review permits, which must be issued within 21 calendar days from the application being determined "Fully Complete."

1st Quarter - 2010			
# Type 1 Decisions	10	Total Holds Placed on Apps	1
% w/in 21-Day Deadline	100%	% of Holds	10%
		Average Days on Hold	7
		Average Days to Decision	
		Apps w/out Holds	12
		Apps with Holds	13
		Received to Decision	32

1st Quarter	2006	2007	2008	2009	2010
# Type 1 Decisions	69	103	75	38	10
% w/in deadline	100%	100%	99%	100%	100%
Total Holds	10	10	20	6	1
% of Holds	15%	10%	27%	16%	10%

Type II Reviews:

The Type II review process involves an application subject to objective and subjective standards that require the exercise of limited discretion about non-technical issues and which there may be a limited public interest. Examples of this review include permits for commercial Site Plans, Short Plats (land divisions of 4 lots or less) and Variance of 10-25%. County staff has the authority to issue Type II review permits, which must be issued within 78 calendar days from the application being determined "Fully Complete"

1st Quarter - 2010			
# Type 2 Decisions	20	Total Holds Placed on Apps	7
% w/in 78-Day Deadline	90%	% of Holds	35%
		Average Days on Hold	71
		Average Days to Decision	
		Apps w/out Holds	71
		Apps with Holds	87
		Received to Decision	116

1st Quarter	2006	2007	2008	2009	2010
# Type 2 Decisions	39	68	42	45	20
% w/in deadline	100%	99%	100%	100%	90%
Total Holds	15	30	24	26	7
% of Holds	38%	44%	57%	58%	35%

Type III Reviews:

The Type III review process involves an application for relatively few parcels and ownerships. It is subject to standards that require the exercise of substantial discretion and about which there may be a broad public interest. Examples of Type III reviews include Subdivisions, Conditional Uses and Planned Unit Developments. Type III reviews require a public hearing before the hearing examiner with the examiner making the final decision. Once the application is determined to be "Fully Complete," the public hearing must be held within 78 calendar days and the decision must be issued by the examiner within 92 days.

1st Quarter - 2010			
# Type 3 Decisions	19	Total Holds Placed on Apps	13
% w/in 92-Day Deadline	95%	% of Holds	68%
		Average Days on Hold	30
		Average Days to Decision	
		Apps w/out Holds	78
		Apps with Holds	99
		Received to Decision	133

1st Quarter	2006	2007	2008	2009	2010
# Type 3 Decisions	47	42	21	18	19
% w/in deadline	100%	100%	100%	100%	95%
Total Holds	23	28	12	10	13
% of Holds	49%	67%	57%	56%	68%

Pre-Application Conference:

Before a Type II or III application can be accepted, a pre-application conference must be held with staff. The county code requires that upon application for a pre-application conference, the conference must be held within 5 – 28 days, and the written report summarizing the conference must be issued within 7 days of the conference.

1st Quarter - 2010			
# Conferences Held	9	# Staff Repts Issued	9
% of 28-Day Deadline	100%	% of 7-Day Deadline	100%
		# Pre-App Waivers Received	1
		% of 21-Day Deadline	100%
# of Holds	1	Average Days to Decision	
% of Holds	11%	Apps w/out Holds	6
Average Days on Hold	7	Apps with Holds	7

1st Quarter	2006	2007	2008	2009	2010
Preapp Decisions	79	55	31	21	9
% w/in deadline	100%	100%	100%	100%	100%
# Pre-App Waivers Received	3	3	3	2	1
% of 21-Day Deadline	100%	100%	100%	100%	100%
Total Holds	2	2	5	1	1
% of Holds	2%	4%	16%	5%	11%

Counter and Fully Complete Review:

The County conducts two application checks to ensure that applications are complete before staff begins their development review process. Prior to accepting your application over the counter, the Permit Services staff will conduct a **“Counter Complete”** review of your submittal package. This initial review ensures that all major documents (e.g., site plan, developer’s GIS Packet, transportation study, etc.) listed within the application submittal requirements have been submitted.

Once your application is accepted as Counter Complete, the original submittal package is routed to our review staff. Staff conducts a second completeness check, known as the **“Fully Complete”** review. This more detailed review ensures that each major documents includes the required submittal items. As an example, does the “Proposed Conditional Use Plan” show: “Topography at two-foot contour intervals”, “Water courses [streams, rivers, etc], “Center of stream surveyed for all on-site water courses”, “FEMA designated 100 year floodplain...,” etc.).

Under Clark County Code, county staff has 7 days to complete their counter complete review and 21 days to complete their fully complete review. All applications are now reviewed for counter completeness at the counter. The data below deals exclusively with the “Fully Complete” review process.

1st Quarter - 2010			
FC - 1st Round		FC - 2nd Round	
# of Applications	9	# of Applications	0
% Deadline	100%	% 14-Day Deadline	100%
# of Certified Applicants	4	FC - 3rd Round	
% 14-Day Deadline	100%		
# Non-Certified Applicants	5	# of Applications	1
% 21-Day Deadline	100%	% 14-Day Deadline	100%

1st QUARTER PERMIT SUMMARY

Updated: 4/7/2010

1st QUARTER PERMIT SUMMARY			2006		2007		2008		2009		2010	
			Jan - Mar		Jan - Mar		Jan - Mar		Jan - Mar		Jan - Mar	
DEV SERVICES	Pre-Application		93		59		45		36		11	
	Site Plan Review		33		18		21		14		9	
	Subdivisions & Short Plats	Plat Alterations	3 10		4 3		3 6		2 7		1 1	
		Short Plat & # of Lots	13 37		10 46		8 25		10 45			
		Subdivisions & # of Lots	22 629		11 201		5 149		2 24		1 32	
	Sub-Total		164		102		82		64		22	
Other Permits		50		44		23		27		23		
TOTAL PERMITS			214		146		105		91		45	